

Minutes of the Finance Committee

Wednesday, July 16, 2003

Chair Haukohl called the meeting to order at 8:46 a.m.

Present: Supervisors Pat Haukohl (Chair), Bonnie Morris, Joe Griffin, Don Broesch, Jim Behrend, Genia Bruce, and Joe Marchese.

Also Present: Legislative Policy Advisor Mark Mader, Parks Systems Manager Jim Kavemeier, Parks & Land Use Director Dale Shaver, UW-Extension Director Marcia Jante, Office Services Coordinator Donna Simmert, County Board Supervisor Duane Paulson, Chief of Staff Jeff Landin, Corporation Counsel Tom Farley, Sheriff Dan Trawicki, Inspector Bob Johannik, County Board Chair Jim Dwyer, Treasurer Pam Reeves, Land Information Systems Coordinator Don Dittmar, and Administration Director Norm Cummings.

Approve Minutes of June 4 and 18, 2003

MOTION: Behrend moved, second by Bruce to approve the minutes of June 4. Broesch asked that an amendment be made and it's written in the original. Motion carried 7-0 as amended.

MOTION: Marchese moved, second by Behrend to approve the minutes of June 18. Morris asked that an amendment be made and it's written in the original. Motion carried 7-0 as amended.

Schedule Next Meeting Dates

August 6th

Announcements

Haukohl commented on the National Association of Counties (NACo) annual conference that was held in Milwaukee earlier this week. Some workshops she attended, which she felt were very good, included funding for parks, development and planning, and economic development as it relates to retaining businesses. She will give a more detailed report at the next committee meeting.

Marchese said he could not support the new jail project because he read in the newspaper that we're \$2.5 million short. He thought there must be other alternatives. Haukohl advised that some high cost areas will be re-bid while other cost areas will be cut and therefore, this project will come in under budget.

Information Management Panel Update

Bruce said there was no meeting in June and the next one is scheduled for later this month. Mader said if anyone wants to know more about the projects being reviewed to see him.

Ordinance 1580- 034: Authorization to Sell ±27.7 Acre Parcel Owned by Waukesha County and Purchase a ±40.0 Acre Parcel Owned by Kingsway Land Development LLC in the City of Pewaukee

Kavemeier said this involves a land exchange between the County and Kingsway Homes. The County will gain an additional \$226,000 to be placed in the Tarmann Fund for future land acquisitions as a result of the difference in the price between the two parcels. The County will purchase a 40-acre parcel from Kingsway Homes and the County will sell a 27.7-acre parcel to Kingsway. The parcel being sold is consistent with both the County's Park & Open Space Plan and the County's Recommended Land Use Plan. Kingsway will develop the land as low density residential (20,000 square feet). It's outside the wetland area and the primary environmental corridor. The parcel being purchased from Kingsway is for

future parkland purposes. It has high quality woods to the west and wetlands. Kavemeier noted that this transaction is a win-win situation for both the County and Kingsway.

MOTION: Behrend moved, second by Broesch to approve ordinance 158-O-034. Motion carried 7-0.

Ordinance 158O- 035: Authorize the Waukesha County University of Wisconsin Extension Office to Accept Wisconsin Environmental Education Board Funds and Authorize Additional Expenditure Appropriations for the Costs Involved in Increasing Environmental Awareness and Providing Education on Environmentally Sound Yard Practices to Waukesha County Neighborhoods

Jante said this project involves providing bi-lingual environmental education programs for two neighborhoods in the City of Waukesha. One issue identified by some of the Spanish-speaking residents was pesticide and herbicide safety which don't usually include safety precautions and ingredients in Spanish. The grant funds, which total \$4,379, will be used to help residents understand the information and to provide translation materials. Marchese had concerns about spending money to supply information in a foreign language and felt immigrants to this Country should know English.

MOTION: Bruce moved, second by Griffin to approve ordinance 158-O-035. Motion carried 7-0.

Ordinance 158O- 028: Authorization to Pay Legal Fees for Sworn Officers Appropriately Using Deadly Force

Copies of the ordinance, as amended and approved by the Personnel Committee to include correctional officers along with the sworn officers, were distributed. Paulson said this issue which involves protecting officers who, in the line of duty, become involved in deadly force incidents. He noted they are just doing their job as they have been trained to do. The County does not automatically represent these officers when they become involved in these situations. Paulson said the ordinance only applies to those who are not charged with a crime and those not under criminal investigation. The District Attorney's policy states that if deadly force has been used and should the family of the deceased request an inquest hearing, one will be held. At this point, the officer should have legal representation. He noted that the automatic reimbursement amount is capped at \$3,500. Paulson noted that Senator Kanavas has proposed a similar bill which is far broader. Paulson's proposal is strictly limited to the use of deadly force.

Farley did not think the ordinance was a good idea. It makes mandatory what should be discretionary. The current Statute does allow payment to officers in this situation and gives the discretion to the Finance Committee who makes these decisions. The \$3,500 will be the payment because nobody will be represented for less than that. Farley did not think every case requires that amount of money. Each case is different and should be looked at on a case-by-case basis. These are not common occurrences. He referred to a past case where there was a strong feeling of wrongdoing on the officer's part but the court and the Sheriff's Grievance Committee decided differently and that person was reinstated. Under this ordinance we would of had to pay that person's legal fees up to \$3,500.

Trawicki, referring to Farley's case example above, said that person was found not guilty. However, there were internal charges that were proven whereby the person was suspended and this negated the payment of any legal fees. Farley said, however, you cannot predict what the courts or the Sheriff's Grievance Committee will do. Therefore, if he would have been exonerated by both, we would have to pay the legal fees even if we felt he did something wrong. Trawicki said he believes the ordinance is reasonable and fair and we owe it to our employees since they are doing what has been asked of them. He noted that attorney's fees add up quickly and \$3,500 doesn't buy much in legal fees these days. He said the officers want to do their job but they don't want to, nor should they have to, bank their house and family on it. These officers act on behalf of the citizens of the County. Trawicki noted that parameters

are in place within the ordinance to protect the County. Johannik said the only two communities they could find who have similar policies, in one form or another, is the City of Waukesha and Janesville.

Dwyer raised concerns that perhaps this benefit should be bargained for in the collective bargaining process. Trawicki felt the mindset that we don't give anything for nothing in return was wrong. He felt it was unreasonable to expect anything in return or ask for anything in return because this is the right thing to do.

MOTION: Behrend moved, second by Broesch to approve ordinance 158-O-028. Motion carried 7-0.

Contract Procurement Process for Armored Car Services

Reeves said this contract was awarded to American Securities, LLC, the highest rated proposer, for a total contract cost of \$111,743.45 for five years. The first year budgeted amount is \$4,167 and the first year cost is \$21,557. A total of 8 RFP's were received from potential vendors for consideration.

MOTION: Marchese moved, second by Behrend to approve the contract procurement process for armored car services. Motion carried 7-0.

In-Rem Update

Reeves distributed a list effective 7-14-03 which included the In-Rem properties, their description, and the court outcomes. Haukohl asked if the acreage of each of these lots and whether or not it includes a house could be included for future reports whereby Reeves said yes.

Ordinance 158O- 036: Cancel Unredeemed Checks Issued by County Treasurer

Griffin asked if these are listed in the newspaper. Reeves said they are not listed in the newspaper although she agreed with some committee members who felt they should be and she may consider this for the future. Reeves did indicate that those who had checks issued for \$500 or more were contacted.

Upon approval of this ordinance, uncashed checks, as listed in this ordinance, will be canceled and funds totaling \$8,021.87 will be placed in a liability account of the Unclaimed Property Fund. Pursuant to Wisconsin Statutes, any individual or entity in whose favor the checks were drawn shall have six years from the date of passage to have the check reissued without interest. Whatever funds remain unclaimed after six years will be transferred to an appropriate revenue account in the general fund.

MOTION: Bruce moved, second by Griffin to approve ordinance 158-O-036. Motion carried 7-0.

Discuss Possible Changes to the Tax Deed Committee

Haukohl said this is being discussed to determine if the process is always being done fairly, primarily as it relates to price. Haukohl said another question that was posed to her was should the county set minimum sale prices? Reeves talked of circumstances where it's worth it to get rid of certain small strips of property or outlots, even at outdated appraised prices. Sometimes it's worth it for the county to get rid of these properties because it costs them more for upkeep each year than what it's worth. Is it worth it to obtain a new appraisal, perhaps increasing the value even slightly, and risk losing a potential buyer? She felt sometimes it's not. Esler suggested that he, Reeves, and Broesch schedule a meeting to put together some sort of informational checklist. Mader felt it may be worth paying \$150 for a new appraisal for some of these properties that have very old and not very descriptive appraisals. This would minimize the risk of the County "giving away" something. Haukohl said she hopes this issue will be addressed when staff and Broesch meet. Broesch suggested a simple checklist so information and history on these parcels are documented and not lost. Haukohl agreed. Reeves said there is a committee that determines which properties should be reappraised. Broesch and Haukohl said any reappraisal information or reasons for not getting a reappraisal should also be included in the checklist.

Update on the Alternative Certification Process for the Lottery Credit

Reeves said the State Department of Revenue has determined that if counties want to do the mass mailing for the lottery credit, the State will reimburse counties 70 cents per card/parcel. Or, county treasurers could file an alternate procedure with the DOR for them to review. We would need to tell them what criteria we were using for the annual mailings and also what types of public awareness activities we'll be doing for the next year. The DOR will reimburse the County for any costs incurred for public awareness purposes, up to or equal to the 70 cents per card (had we chosen to go that route). Reeves said the public awareness activities wouldn't cost the County that much and would include notices on their website, leaflets in their office, and perhaps inserts with the December tax bills. Reeves advised that she hasn't heard back from the DOR as to whether or not the new procedures have been accepted but she believes they will.

Contract Procurement Process for Geographic Mapping Information Systems Support Services

Dittmar said this contract was awarded to R.A. Smith, Owen Ayres, GeoInfospace, MRF Geosystems, Ruekert & Mielke, and Plangraphics, the highest rated proposers. The first year (2003) grant amount totals \$144,000, the requested 2004 grant amount is \$40,000, and the first year budgeted amount is \$100,000. Dittmar advised that everything he's spending is either from a grant or has already been appropriated in his budget. He said when the money runs out, the work will cease. The contract cost is on an "as required" basis. It is based on average costs per hour and includes \$52.25 per hour for data conversion – vendor site, \$85.00 per hour for data conversion – staff supervision, \$68.00 per hour for data conversion – county site, and \$72.13 per hour for data maintenance tools. A total of 16 RFP's were received from potential vendors for consideration.

MOTION: Broesch moved, second by Morris to approve the contract procurement process for Geographic Mapping Information Systems Support Services. Motion carried 7-0.

Mid-Year Department of Administration Budget Status Report

Cummings gave a status update on the 2003 objectives for the Department of Administration's General Fund, for 7-1-02 through 6-30-03, which included the Accounting, Budget, Information Systems, Employment Services / Labor Relations, and Purchasing divisions. For informational purposes, he also distributed copies of the General Fund objectives that will be included in the 2004 budget.

Future Agenda Items

- In two months: Review Overall Jail Costs and Bids (Marchese)
- Review 2003 Budget Objectives for those Departments in the Proprietary Funds Area
- For a September Meeting: Overview of Information Systems Organization and Services (Broesch)

MOTION: Griffin moved, second by Morris to adjourn at 12:19 p.m. Motion carried 7-0.

Recorded by Mary Pedersen, Legislative Associate.

Respectfully submitted,

Joseph F. Griffin
Secretary